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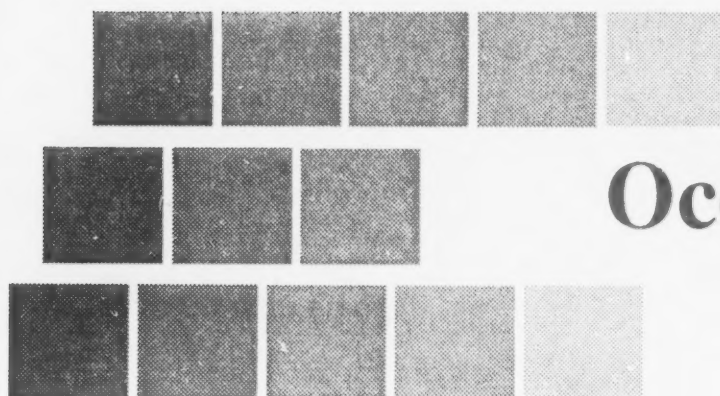
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BUREAU OF EMPLOYMENT SECURITY

Division of Economic Analysis and Research

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Maine Occupational Staffing

HOSPITALS - APRIL 1989





John R. McKernan, Jr.
Governor

**DEPARTMENT OF LABOR
BUREAU OF EMPLOYMENT SECURITY**

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MAINE OCCUPATIONAL STAFFING

FOR HOSPITALS

April 1989

This labor market information is developed through a cooperative program
with the U.S. Bureau of Labor Statistics

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PREFACE

We wish to express our thanks to all the many hospitals that supplied the necessary occupational employment data on which the estimates presented herein are based. This publication would not have been possible without their cooperation.

We also wish to express our thanks to the U.S. Department of Labor, both in Washington, D.C. and the regional level in Boston, Massachusetts, for their assistance in this federal-state cooperative effort.

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February 1991
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A Publication Series Developed by the Field Services Branch
— Rosalind Morse, Deputy Division Director —

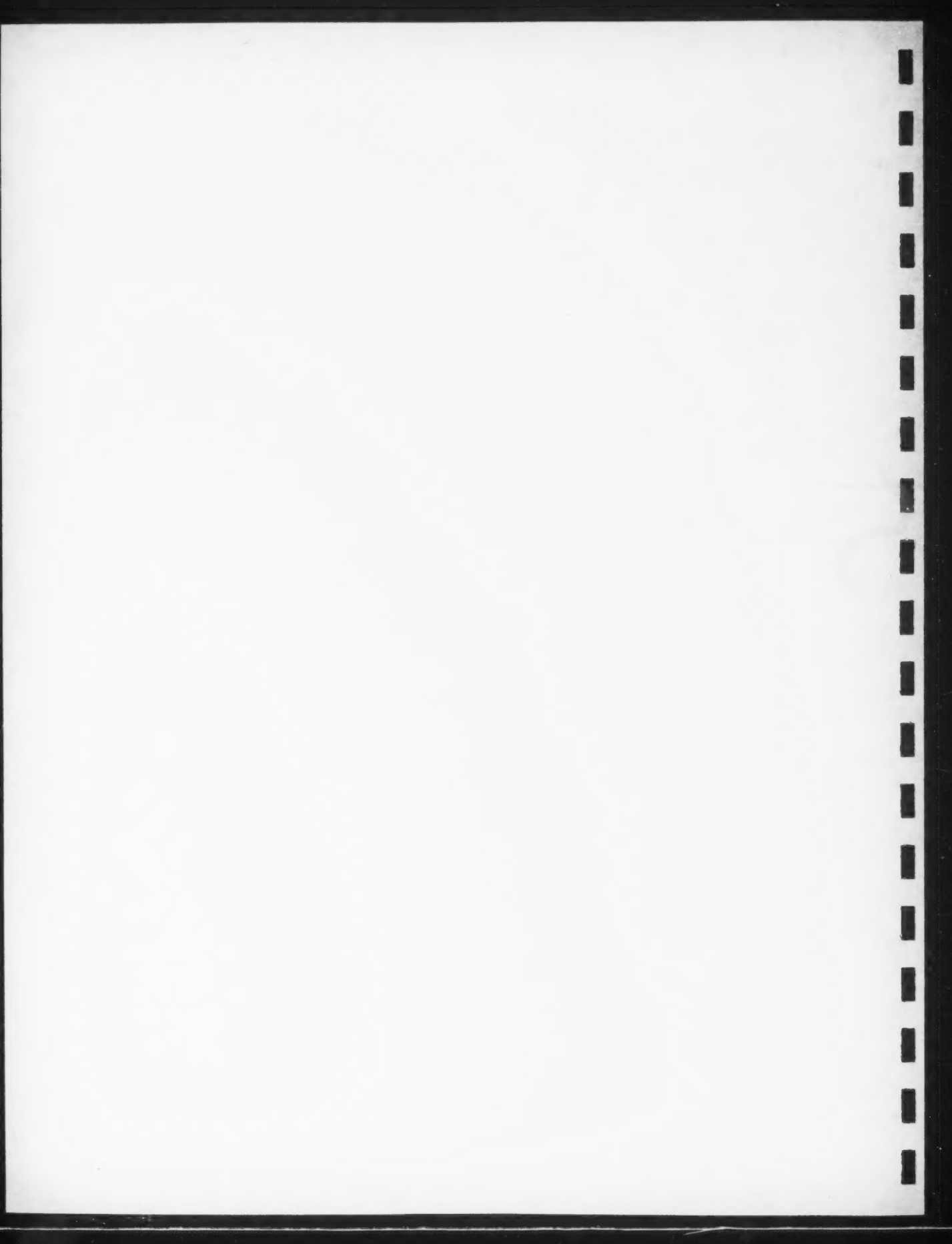


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INTRODUCTION

This publication is one of a continuing number of reports covering occupational employment for selected industries in Maine. The information in these reports relates to part of a comprehensive "labor market and occupational supply and demand information system" which is mandated by the Job Training Partnership Act of 1982. This federal legislation, coupled with the rapidly expanding public awareness of the need for more vocational training, has resulted in an unparalleled demand for current employment data and projections of future employment requirements by occupation.

The Occupational Employment Statistics (OES) Program supplies the occupational data leading to an "Occupational Supply and Demand Information System." This program is a federal-state endeavor involving all state employment security agencies throughout the nation, in conjunction with the U.S. Bureau of Labor Statistics. The OES program consists of two components: (1) survey operations and (2) industry-occupation matrices. The data from this program is then used in the occupational employment projections program.

The first part of the OES program consists primarily of collecting occupational employment data by industry through a survey questionnaire mailed to a sample of establishments throughout the State. The sample data received is expanded, using a system of weights and benchmark factors, to produce statewide staffing patterns for the industries. These industry staffing patterns can then be applied to current or projected estimates of industrial employment to produce estimates of employment by occupation for the State or substate area. This sample data is also submitted to the U.S. Bureau of Labor Statistics for input into National occupational employment statistics, by industry.

This publication, a direct result of the survey phase of the OES program, contains the staffing pattern for hospitals. The employment data was collected for the payroll period that included the 12th of April 1989.

Approximately one-third of Maine's industries will be surveyed each year, so that the entire economy will be covered every three years. Using this cycle, employers are asked to provide occupational data only once every three years. This ensures that no part of the data is over three years old, and that significant changes in the staffing patterns of industries can be identified early, as the trend develops.

The information obtained from these surveys is used in the second phase of the OES program to construct industry-occupation matrices covering all sectors of our economy. These matrices, in turn, provide the data base used to project future occupational needs.



Hospitals

Private, state, and municipal hospitals are all included in this survey. Excluded are hospitals run by the Federal Government such as the U.S. Veterans Administration Hospital at Togus.

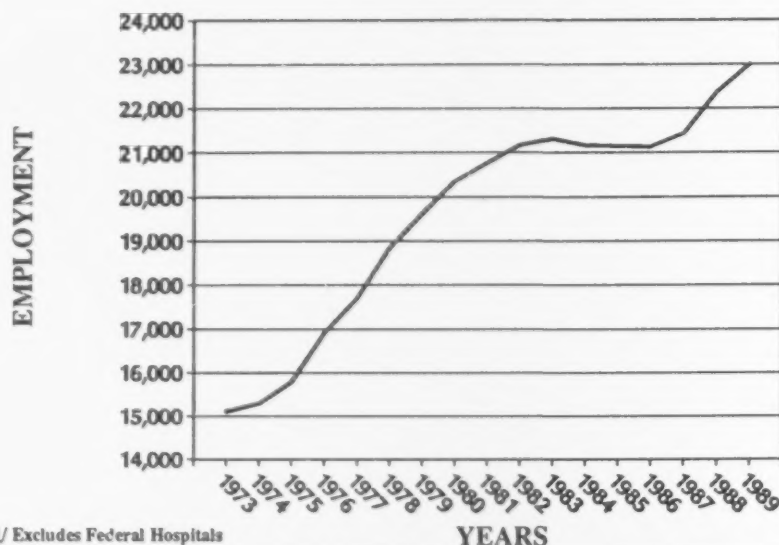
There were 22,770 workers employed in these hospitals in April 1989. This denotes an increase in employment of 9 percent since the previous survey in April of 1986. Although there was employment reported in 136 occupations, over one-half of the total employment, 54 percent, was concentrated in just 10 occupations. They are as follows:

<u>Occupational Title</u>	<u>Employment</u>	<u>Percent of Total Employment</u>
Registered Nurses	6,090	26.75%
Licensed Practical Nurses	1,620	7.11
Nursing Aides, Orderlies, and Attendants	1,500	6.59
Medical and Clinical Laboratory Technologists	530	2.33
Maids and Housekeeping Cleaners	500	2.20
Psychiatric Technicians	490	2.15
General Office Clerks	480	2.11
Physicians and Surgeons	420	1.84
Food Preparation Workers	350	1.54
Medicine and Health Services Managers	<u>340</u>	<u>1.49</u>
TOTAL	12,320	54.11

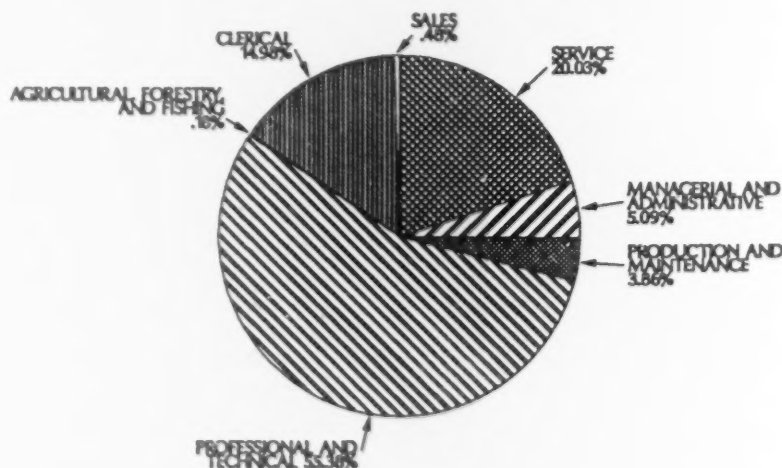
The following fifteen occupations were reported by more than three-quarters of all responding hospitals:

<u>Occupational Title</u>	<u>Employment</u>	<u>Percent of respondents reporting the Occupations</u>
Registered Nurses	6,090	98%
Licensed Practical Nurses	1,620	98
Nursing Aides, Orderlies, and Attendants	1,500	93
Cooks, Institution or Cafeteria	190	88
Housekeepers	240	88
General Managers and Top Executives	230	86
Medicine and Health Services Managers	340	86
Social Workers, Medical and Psychiatric	300	86
Physical Therapists	180	86
Switchboard Operators	260	86
Financial Managers	70	84
Personnel, Training, and Labor Relations Managers	70	81
Medical and Clinical Laboratory Technologists	530	79
Purchasing Managers	50	79
Pharmacy Assistants	190	79

Annual Average Wage and Salary Employment In Hospitals ^{1/}



Percentage of Hospital Employment By Major Occupational Categories In April 1989



Hospitals 1/
April 1989

Occupation	Estimated Employment	% of Total Employment	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS.....	22,770	100.00	na
Managerial and Administrative Occupations.....	1,160	5.09	na
Financial Managers.....	70	0.31	84
Personnel, Training, and Labor Relations Managers.....	70	0.31	81
Purchasing Managers.....	50	0.22	79
Marketing, Advertising, and Public Relations Managers.....	50	0.22	65
Engineering, Mathematical, and Natural Sciences Managers.....	40	0.18	51
Medicine and Health Services Managers.....	340	1.49	86
Food Service and Lodging Managers.....	40	0.18	65
General Managers and Top Executives.....	230	1.01	86
All Other Managers and Administrators.....	270	1.19	na
Professional, Paraprofessional, and Technical Occupations.....	12,610	55.38	na
Accountants and Auditors.....	60	0.26	72
Budget Analysts.....	20	0.09	33
Other Financial Specialists.....	20	0.09	na
Purchasing Agents, except Wholesale, Retail, and Farm Products.....	40	0.18	56
Personnel, Training, and Labor Relations Specialists.....	40	0.18	47
Compliance Officers and Enforcement Inspectors, except Construction.....	20	0.09	26
All Other Management Support Workers.....	30	0.13	na
Mechanical Engineers.....	10	0.04	9
All Other Engineers.....	10	0.04	na
Engineering and Related Technicians and Technologists.....	10	0.04	na
Biological Scientists.....	10	0.04	7
All Other Life Scientists.....	20	0.09	na
Physical and Life Science Technicians and Technologists.....	30	0.13	na
Computer Programmers.....	40	0.18	28
Computer Programmer Aides.....	20	0.09	19
All Other Computer Scientists.....	40	0.18	na
Psychologists.....	60	0.26	14
Social Workers, Medical and Psychiatric.....	300	1.32	86
Social Workers, except Medical and Psychiatric.....	30	0.13	30
Human Services Workers.....	10	0.04	12
Clergy.....	20	0.09	28

Hospitals (continued)

Occupation	Estimated Employment	% of Total Employment	% of Units Reporting the Occupation
Nursing Instructors.....	70	0.31	26
Teachers and Instructors, Vocational Education and Training.....	10	0.04	12
All Other Teachers and Instructors.....	30	0.13	na
Libraries, Professional.....	20	0.09	40
Technical Assistants, Library.....	10	0.04	12
Physicians and Surgeons.....	420	1.84	56
Respiratory Therapists.....	270	1.19	70
Occupational Therapists.....	80	0.35	47
Physical Therapists.....	180	0.79	86
Speech Pathologists and Audiologists.....	20	0.09	23
Recreational Therapists.....	40	0.18	33
All Other Therapists.....	10	0.04	na
Registered Nurses.....	6,090	26.75	98
Licensed Practical Nurses.....	1,620	7.11	98
Emergency Medical Technicians.....	90	0.40	23
Physician's Assistants.....	90	0.40	40
Pharmacists.....	130	0.57	72
Dietitians and Nutritionists.....	60	0.26	67
Dietetic Technicians.....	80	0.35	56
Medical and Clinical Laboratory Technologists.....	530	2.33	79
Medical and Clinical Laboratory Technicians. Medical Records Technicians and Technologists.....	230	1.01	74
Nuclear Medicine Technologists.....	190	0.83	70
Radiologic Technologists.....	60	0.26	47
Radiologic Technicians.....	270	1.19	60
Electroencephalograph Technologists.....	190	0.83	65
Cardiology Technologists.....	30	0.13	21
Electrocardiograph Technicians.....	50	0.22	33
Surgical Technicians.....	60	0.26	37
Psychiatric Technicians.....	190	0.83	65
All Other Health Professionals, Parapro- fessionals, and Technicians.....	490 2/	2.15	21
Public Relations Specialists and Publicity Writers.....	110	0.48	na
All Other Professional, Paraprofessional, and Technical Workers.....	20	0.09	42
	30	0.13	na
Sales and Related Occupations.....	110	0.48	na
Cashiers.....	50	0.22	53
All Other Sales and Related Workers.....	60	0.26	na

Hospitals (continued)

Occupation	Estimated Employment	% of Total Employment	% of Units Reporting the Occupation
Clerical and Administrative Support Occupations.....	3,410	14.98	na
First Line Supervisors and Manager/Supervisors, Clerical and Administrative Support Occupations.....	160	0.70	51
Medical Secretaries.....	300	1.32	67
Secretaries, except Legal and Medical.....	460	2.02	na
Receptionists and Information Clerks.....	190	0.83	58
Typists, except Word Processing Equipment...	220	0.97	67
Typists, Word Processing Equipment.....	40	0.18	23
Personnel Clerks, except Payroll and Timekeeping.....	30	0.13	47
File Clerks.....	60	0.26	33
Order Clerks, Materials, Merchandise, and Services.....	20	0.09	19
Procurement Clerks.....	30	0.13	37
Statistical Clerks.....	80	0.35	44
Interviewing Clerks, except Personnel and Social Welfare.....	210	0.92	44
Bookkeeping, Accounting, and Auditing Clerks.....	100	0.44	65
Payroll and Timekeeping Clerks.....	50	0.22	65
Billing, Cost, and Rate Clerks.....	210	0.92	70
General Office Clerks.....	480	2.11	70
Computer Operators, except Peripheral Equipment.....	70	0.31	51
Data Entry Keyers, except Composing.....	40	0.18	42
All Other Office Machine Operators.....	30	0.13	na
Switchboard Operators.....	260	1.14	86
Stock Clerks, Stockroom, Warehouse, or Storage Yard.....	150	0.66	56
Traffic, Shipping, and Receiving Clerks.....	40	0.18	37
All Other Material Recording, Scheduling, and Distributing Workers.....	20	0.09	na
All Other Clerical and Administrative Support Workers.....	160	0.70	na
Service Occupations.....	4,560	20.03	na
Housekeepers.....	240	1.05	88
All Other Service Supervisors and Manager/Supervisors.....	60	0.26	na
Guards and Watch Guards.....	90	0.40	30
Food Servers, Outside.....	170	0.75	37
Dining Room and Cafeteria Attendants, and Bartender Helpers.....	70	0.31	23
Counter Attendants, Lunchroom, Coffee Shop, or Cafeteria.....	80	0.35	28

Hospitals (continued)

Occupation	Estimated Employment	% of Total Employment	% of Units Reporting the Occupation
Service Occupations (continued)			
Bakers, Bread and Pastry.....	20	0.09	21
Cooks, Institution or Cafeteria.....	190	0.83	88
Cooks, Short Order.....	10	0.04	14
Food Preparation Workers.....	350	1.54	72
All Other Food Service Workers.....	260	1.14	na
Nursing Aides, Orderlies, and Attendants....	1,500	6.59	93
Home Health Aides.....	20	0.09	9
Psychiatric Aides.....	20 3/	0.09	12
Physical and Corrective Therapy Assistants and Aides.....	60	0.26	51
Occupational Therapy Assistants and Aides...	30	0.13	19
Ambulance Drivers and Attendants, except Emergency Medical Technicians.....	30	0.13	7
Pharmacy Assistants.....	190	0.83	79
All Other Health Service Workers.....	250	1.10	na
Maids and Housekeeping Cleaners.....	500	2.20	70
Janitors and Cleaners, except Maids and Housekeeping Cleaners.....	390	1.71	65
All Other Cleaning and Building Service Workers, except Private Households.....	10	0.04	na
All Other Service Workers.....	20	0.09	na
Agricultural, Forestry, Fishing, and Related Occupations.....			
Gardeners and Groundskeepers, except Farm...	40	0.18	na
Production, Construction, Operating, Main- tenance, and Material Handling Occupations..			
First Line Supervisors and Manager/Super- visors, Mechanics, Installers, and Repairers.....	30	0.13	37
All Other First Line Supervisors and Manager/Supervisors, Production, Construction, Maintenance, and Related....	20	0.09	na
Machinery Maintenance Mechanics.....	40	0.18	14
Maintenance Repairers, General Utility.....	120	0.53	72
Heating, Air Conditioning, and Refrigera- tion Mechanics and Installers.....	10	0.04	16
Electromedical and Biomedical Equipment Repairers.....	30	0.13	26
Menders, Garments, Linens, and Related.....	10	0.04	16
All Other Mechanics, Installers, and Repairers.....	10	0.04	na
Carpenters.....	40	0.18	28
Electricians.....	40	0.18	35

Hospitals (continued)

Occupation	Estimated Employment	% of Total Employment	% of Units Reporting the Occupation
Painters and Paperhangers, Construction and Maintenance.....	20	0.09	28
Plumbers, Pipefitters, and Steamfitters.....	10	0.04	16
Laundry and Drycleaning Machine Operators and Tenders, except Pressing.....	90	0.40	42
Pressing Machine Operators and Tenders, Textile, Garment, and Related Materials...	40	0.18	12
Boiler Operators and Tenders, Low Pressure..	50	0.22	33
All Other Machine Operators and Tenders, except Metal and Plastic.....	20	0.09	na
Hand Working Occupations, including Assemblers and Fabricators.....	20	0.09	7
Plant and System Workers.....	20	0.09	na
Truck Drivers, Light, including Delivery and Route Workers.....	20	0.09	23
All Other Motor Vehicle Operators.....	10	0.04	na
All Other Transportation and Material Moving Equipment Operators.....	20	0.09	na
Helpers, Laborers, and Material Movers, Hand, excluding Agriculture and Forest Laborers.....	200	0.88	7
All Other Production, Construction, Operating, Maintenance, and Material Handling Occupations.....	10	0.04	na

- 1/ Includes employment in private, state, and municipal hospitals but excludes employment in hospitals operated by the federal government.
- 2/ Psychiatric Technicians is a new category. In previous hospital staffing publications, this employment for this occupation was included in psychiatric aides.
- 3/ Employment reported in this occupation is significantly less this year than in previous years because much of the employment is now reported in a new occupation entitled Psychiatric Technicians.

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NOTES ABOUT THE TABLE

Estimated Employment

If only one or two establishments reported a particular occupation, the occupational estimate is not shown separately, but added to the appropriate "All Other" or residual category. The "TOTAL ALL OCCUPATIONS" estimate for each industry is based on a benchmark figure derived from the second quarter 1989 ES-202 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law.

Percent of Total Employment

The detail in the column entitled "% of Total Empl." may not add to totals due to rounding.

Relative Error

All relative errors for the occupational employment estimates published here were computed to be zero. Therefore this column was not carried in the table.

Percent of Establishments Reporting the Occupation

The percent of establishments reporting each occupation could not be readily calculated for groups of occupations, but only for specific occupations.

Abbreviations

na - not applicable
Empl. - Employment

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METHODOLOGY

The Sample

The April 1988 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law was used as the sampling frame for the Occupational Employment Statistics (OES) Program's survey of hospitals. All municipal, state, and private hospitals employing more than three workers were included in this survey. This amounted to 54 units employing a total of 22,143 employees. Hospitals run by the Federal Government were excluded from this report as they were included in the survey of Federal Government.

The Survey

The survey consisted of an initial mailing and two follow-up mailings to nonrespondents. In addition, phone calls and personal visits were made to those employers whose responses were critical for valid estimates. The final sample consisted of 53 units employing 22,047 workers. Usable responses were received from 43 units, or 81.1 percent of the total number of hospitals included in this survey. These responses represented 90.0 percent of the total employment in hospitals, or 19,818 workers.

The Screening, Editing, and Estimating Procedures

Each completed questionnaire returned was edited and screened both manually and mechanically for consistency and accuracy. The survey data was then expanded to total wage and salary employment for each detailed industry using a series of nonresponse adjustment factors, weights, and benchmark factors. This total wage and salary employment by industry for the report month of April 1989 came from the second quarter 1989 ES-202 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law. Self-employed persons, and other persons or establishments not covered by the ES-202 report are not included.

Accuracy of Occupational Employment Data

There are two types of errors which affect the accuracy of the estimates published here--sampling and nonsampling errors. Sampling error is a specific arithmetic measure of the precision of an estimate. It is the difference between the estimate computed from the sample data and the result that would be obtained if the same methods were used to collect identical information from the entire population or universe with no nonresponse. Because all hospitals were included in our survey, the sampling errors were computed to be zero, so are not relevant to this report.

The nonsampling error results from external factors in a survey rather than from the fact that a sampling technique was used. Examples of these errors are: response errors, processing errors, computational errors, etc. The possibility of these errors was recognized from the start of the survey and every effort was made to avoid them.

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